



BOARD OF SELECTMEN

TOWN OF TEWKSBURY

TOWN HALL

1009 MAIN ST

TEWKSBURY, MASSACHUSETTS 01876

TODD R. JOHNSON, CHAIRMAN
SCOTT WILSON, VICE CHAIRMAN
BRUCE PANILAITIS, Ph.D., CLERK
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MEETING MINUTES

JUNE 3, 2014

Chairperson Todd Johnson called the meeting to order at 7:00 p.m. Present for the Board of Selectmen meeting were Bruce Panilaitis, Clerk and Board Members, David Gay and James Wentworth. Scott Wilson, Vice Chair was not present. Richard Montuori, Town Manager and Attorney Charles Zaroulis were present.

Mr. Johnson led the public in a moment of silence in honor of D Day before the Pledge of Allegiance.

Scheduled Items

Public Events & Celebrations Committee and Tewksbury Rotary Club

Mrs. Cheryl Gay was present to represent the public events committee and the Tewksbury Rotary Club.

The Tewksbury Rotary Club and the Public Events and Celebrations Committee have teamed to host a Zombie Run Walk/Run planned for Sunday October 19. The event will include a pancake breakfast immediately following the race at the finish line. Not sure if zombies will be along the route or runners dressing up. The race will be held at TMHS. More details will follow soon. Proceeds will benefit Rotary High School Scholarship Fund.

Sunday, September 14th a Fall Harvest Fair will be held. The goal is to hold an old fashioned New England Fare. The committee is currently reaching out for food vendors. Team games and creepy games, as we are heading into the Halloween season will be held. Also planning to hold a tug of war, balloon toss, pie eating contest, best bake off, such as best chili, best homemade chocolate chip cookies, best pies, etc. A DJ or band will be hired for a dance. The committee will also bring back by popular demand the Balloon performer from the Christmas tree lighting. Pony rides, a petting zoo and bounce houses and a dunk tank for favorite official may also be available at this event. Food vendors needed would be for hot dogs/sausages, candied apples, cotton candy, popcorn, ice cream, slush. The Harvest Fair will be held at the Livingston Field grounds.

Finally, back by popular demand, on Sunday, December 7th, the Annual Christmas Tree Lighting Event will be held at the Tewksbury Public Library. The event will be held on Sunday so library doesn't have to close, and it won't overlap with other activities that would typically be held around town the first Saturday of December. Timing will be determined.

The Public Events and Celebrations Committee are currently comprised of nine members and is a wonderful core group. The committee can always use more volunteers. Two new members have joined last month; they are Susan Boucher and Erin Knyff. These ladies are very active in the committee. The committee is excited about its calendar of events. The committee is also reaching

out to solicit ideas from members of our community. It is an open meeting and anyone is welcome to join and suggest ideas.

A final note was there will not be a carnival in June at end of school year; but the Public Events and Celebrations Committee will be working on one for next year. There just was not enough time to pull together this event for this year. The committee will be working on a good location with enough space to hold a carnival event.

The Public Events and Celebrations Committee does have a Facebook Page—it is a work in progress, but would encourage all to go out an “Like” the page called Tewksbury Public Events and Celebrations Committee. The next meeting is June 12 at 7:00 p.m.

Funway Park Update

Paige Impink, Jennie Welch, and Cheryl Barnes were present for the Funway Park Committee to present the plans to the Board of Selectmen.

Community Preservation Act (CPA) funds are being used for this project, as was approved at the Annual Town Meeting this year. Mr. Montuori noted they town went to the experts in this area (the parents of the town) to put the plan together. A contractor will be needed and will be put out to bid out. He also noted what a terrific job the group did on what will be presented tonight.

The committee had seven parents with children age ranges from 3 to 13. The Funway Park is well used and a well loved playground used as many months of the year as feasible. The park has come to the end of useful life and with the generosity of the CPA; the town is able to refurbish it. The project was started and completed in a short period of time. With the help of DPW Superintendant, Brian Gilbert and Town Manager, Richard Montuori the committee was able to complete the work presented tonight under their guidance. O’Brien and Sons of Medway were contacted for advisement on landscape structures. They installed structures at the Dewing School have seen little wear on these. The committee is recommending using them for the project. All hardscape structures will be salvaged but nothing else, except the gazebo, can be used. Under the American Disabilities Act all the structures need to be updated. Examples of the current conditions of the structures at the park were presented in picture form. Wood damage is mostly due to age, termites and heaving of the ground from local weather conditions.

The parent team investigated current situation and polled visitors who attended the park; they asked what was liked and not liked and made notes. Observations detailed the entire playground is used. Safety was the top priority for visitors and accessibility of equipment was second. The large metal slide currently at the park is very well liked but very dangerous. Jennie Welch had some input on safety with her expertise. It was suggested to have one entrance and exit so little ones cannot wonder and escape the park from their parents. Also suggested was it have improved sight lines to better see children, and accessibility for any visitors with physical impairment so they can stay and have fun.

Site visits to 15 area playgrounds including Woburn, Littleton, and to various elementary schools and public playgrounds. Structures are scaled for ages 2 to 5 for the toddler section and 5 to 12 for older children section. The committee felt strongly about keeping the grounds a destination playground, as the site survey noted people come from all surrounding communities, including Andover, Billerica, Wilmington, and some from New Hampshire.

The plan is to include more slides, toddler swings and ride on features. There is also a desire for shade and added a canopy to expanded sandbox. The swings and slides will be repositioned to face north which will keep them from being in the direct sun as will slides to be cooler. The tire swing will be kept, but will be moved to safer location. Will have a walking perimeter for parents to walk inside the playground-an outstanding opportunity; this will be asphalt. New fencing will also be installed.

The current proposal plan is to:

- Remove and demolish exiting play structures
- Re-grade the site
- Gazebo and benches will remain; DPW will remove and reinstall
- Improve handicap accessibility with a ramp-type entrance
- Improve shade area
- Install new structures
- Install new ground surface
- Install new fence around perimeter
- Install asphalt a walking surface around perimeter inside fenced area

An example of the proposed plan was shown to the selectmen. Other items proposed are to re-line the crosswalk and parking area. The committee is also investigating if the public bubbler can be kept and refurbished; and if a seasonal porta-potty would be feasible to leave at the park site.

The schedule:

July 7-11

Site demolition and some preparation may begin depending on progress of demolition. The DPW will lend help and expertise as available and needed under guidance of the contractor; the committee is hoping to make this a real community effort to build.

July 17-18

Site preparation

July 21-25

Complete site preparation and start installation of small individual pieces

July 26-27

Community Build Weekend

July 28-August 1

Install walkway fence and entrance ramp, complete any open items and clean-up

August 2

Reopen park

Budget:

Total budget is \$218,317. Mr. Montuori noted storing of equipment and supplies will be onsite and may be a challenge. There have been several incidents at night at the recreation complex. He will

be working with the Chief of Police to begin heavy control in this area; and gave a stern warning that whoever is caught causing problems in the area will be caught and prosecuted, no matter the age. The town is taking these incidents very seriously.

The budget is comprised of \$200,000 from CPA funds and the remainder \$18,317 is being taken out of the DPW budget. The break out is as follows:

O'Brien & Sons Contract:

Poured rubber mat	\$19,499
Dense graded gravel	\$4,968
Carpet fiber	\$14,427
Technical assistance	\$2,550
Playground equipment	<u>\$126,898</u>
	\$168,342

Additional Expenses:

Asphalt walkway	\$6,120
Fencing	\$9,800
Material and equipment	\$20,455
DPW labor (possible overtime)	<u>\$13,600</u>

Total Project: \$218,317

Mr. Johnson noted the positive emotions for community spirit and community participation for this project and the Public Events and Celebrations Committee. He thanked all who have taken the time to work on this project for the greater good of the community. A big thank you went to Officer Jennie Welch as she monitors the many road races in town for the selectmen for the safety of the community which helps the selectmen with their decisions very easy. Seeing the value in the CPA funds being put to use is a great thing.

Residents

Mr. Johnson opened the hearing up to the public, no one present came forward to speak.

New Business

2014 Annual Appointments

The Selectmen had a brief discussion the status of current boards and their members. The current status is there are many positions on town boards open, and some positions where current members have not cited they would reapply. Mr. Johnson wanted this list to see who has applied and if selectmen need to conduct any interviews. He requested his colleagues to contact him directly if interviews need to be set up over next couple weeks, and can set up a Saturday or an evening depending on the number of requests.

Mr. Johnson also noted the need for community volunteers. The open positions are effective July 1, 2015 and are for a one year term unless obligated by statute up to three years. Many people who recently got engaged in new committees which has created a positive change in our community. He challenged those currently serving and to communicate their intent if they haven't already done via the Selectmen's Office.

Town Manager

Mr. Montuori made an announcement that on June 24, 2014 at 7 p.m. there will be a meeting at the Senior Center regarding the Tennessee Gas Pipeline. The meeting will be held for approximately one hour with a question and answer session. Currently there is not a clear design of the proposed route.

The Town Hall renovation contract has been awarded to GVW Incorporated of Boston. Mr. Montuori is working on the contract and finalizing the project. All good news and should be starting within the next 30 to 45 days.

Approval of Minutes May 20, 2014 (regular & executive session)

MOTION: Mr. Panilaitis made the motion to approve the minutes of May 20, 2014 with a scrivener's error as there is one position being filled by the Finance Committee; seconded by Mr. Wentworth and the motion carried 4-0.

Board Member Reports

James Wentworth:

- Tonight is prom night for the Seniors at TMHS, wished them all to stay safe and congratulations to all seniors graduating Friday
- Thanked all who are volunteering for All Night Long Party Friday night
- The Farmer's Marketing is kicking off Saturday, June 7 at 10 a.m.; residents are encouraged to come down and support this event
- Congratulations to the Tewksbury Food Pantry for the letter carrier food drive; all the community members and postal workers are appreciated for their work and participation.

David Gay:

- LTRA will meet this week and will elect new officers; ridership continues to increase
- Made comment on the phenomenal presentations tonight, and noted the tremendous community spirit engaged in our town

Bruce Panilaitis:

- Residents can go to the following website to research information on the Sutton Brook clean-up efforts:
http://yosemite.epa.gov/r1/npl_pad.nsf/701b6886f189ceae85256bd20014e93d/17dcb33265034438852569e7006fe5f1!OpenDocument
- EDC hasn't met but are planning to meet before the end of June with a private investment firm to increase business along Main Street.
- Has first meeting with Steven Johnson of the Planning Board and was a great meeting
- Tewksbury High School Girls Softball defeated Arlington and is playing tomorrow at 4 p.m. in Lowell against Danvers.
- Tewksbury Education Foundation Spelling Bee will be held on Monday, June 9, 2014 from 5:00 to -9:30 p.m.
- Wished congratulations to all Tewksbury High Seniors and parents.
- Encouraged residents to get involved as last year, at this time, he was not involved and has been a great decision to be engaged.

Scott Wilson:

No report, not present this evening.

Todd Johnson:

- On behalf of the Economical Development Process Committee, thanked town staff for helping the committee through question and process.
- Thanked all who put together the Memorial Day activities; particularly the cemetery event, as there is currently a small band of Patriotic Activities Committee members who pulled a the town through the parade and all the of activities for the day; Mr. Pat Holland, Chair and several unnamed members of PAC are appreciated.
- Tewksbury Community Food Pantry gives thanks to so many for the 23,000 pounds of food received through this year's drive; an increase of 37% over last year and is the highest amount ever collected. This means 4 to 5 months of food stock for families in the Tewksbury community. Many thanks to the Town Manager, Tewksbury Media, and the Tewksbury Postal Service, who pre-delivered bags for the food collection to every home in town.
- Scott Wilson will represent the Selectmen a the celebration to recognized former Fire Captain Sitar who retired and assumed the position of Fire Chief in Tilton, NH; he is in excess of 30 years of service total.
- Acknowledged that in three days will be the 70th anniversary of the largest war time event in the world's history and a tremendous sacrifice in our country's history that day; all are encouraged to take a few minutes on June 6th to remember those who perished for their service.
- On Sunday, June 8 from 10:00 a.m. to 1:00 p.m. at Tewksbury Memorial High School the annual Bike Rodeo will be held; more information can be found on the Tewksbury Police Department's website

The next regularly scheduled Selectmen's Meeting following Town Meeting will be held on Tuesday, June 17, 2014 at 7:00 p.m.

Approved by the Board of Selectmen on July 15, 2014